

UNIVERSITY OF THE FRASER VALLEY
FACULTY OF PROFESSIONAL STUDIES
ALL FACULTY MEETING

Friday, September 25, 2009 – 10:00 am to noon
Abbotsford Campus Room A421

MINUTES

Attendees: Rosetta Khalideen (Chair), Ed Li, Keith Lownie, Raymond Leung, Gillian Bubb, Don Miskiman, Fiona McQuarrie, Kathie Ramsay, Maureen Kiner, Pieter Steyn, Robert Harding, Sandy Hill, Sandra Flynn, Paula Stubbings, Karen Davidson, Sheila Edwards, Dani Brisbin, Paul Orłowski, Ian Hunt, Colleen Bell, Lucki Kang, Leah Douglas, Adrienne Chan, Andrea Hughes, Hannah MacDonald, Cyrus Chaichan, Lisa Moy, Georgina Marsom, Christina Neigel, Jan Lashbrook-Green, Asif Salam, Mark Breedveld, George Melzer, Cindy Rammage, Les Stagg, Barbara Salingre, Maple Melder Crozier

1. WELCOME AND INTRODUCTIONS

Rosetta welcomed those present to the meeting and noted that, under our current terms of reference, our quorum was duly constituted. Rosetta also introduced new attendees to the group.

2. ADOPTION OF AGENDA

ON A MOTION DULY MADE AND SECONDED, that the Agenda is accepted as presented. Motion carried.

3. APPROVAL OF MINUTES – April 24, 2009

ON A MOTION DULY MADE AND SECONDED, that the Minutes are accepted as presented. Motion carried.

4. CONTINUING BUSINESS

4.1. Finalizing the Terms of Reference for the Faculty of Professional Studies

The Terms of reference have been updated as follows:

- Included the President as a voting member
- Included the University librarian or designate as a non-voting member
- Item 5 – Faculty Business – **added**: The Dean of the Faculty (**or designate**) will assume the role of Chair on these committees, until such time as a Chair may be elected by the committee.

ON A MOTION DULY MADE AND SECONDED, that Faculty Council approves the Terms of Reference document as it is presented, with the change from three meetings per year to five meetings per year. Motion carried.

This document will now proceed to Senate for approval.

4.2. Approval Process for Courses/Programs

Rosetta reviewed the current process for course/program approvals through Senate and invited comments and suggestions on ways to include Faculty Council into this procedure. We are in an institution where programs use courses from other areas of the institution. We need to set up a process, which works, where all of those consultations have taken place.

ON A MOTION DULY MADE AND SECONDED, that the discussion for the process of course and program approvals be continued with the Registrar's involvement at the next Faculty Council meeting. Motion carried.

4.3. Dates and times of Faculty Council Meetings for the Current Academic Year

Faculty Council will meet on Fridays of Week 3 in the UFV meeting schedule during the following months: September 25, November 20, January 22, February 19 and March 19. Additional meetings will be convened as required.

5. NEW BUSINESS/DISCUSSION ITEMS

5.1.1. New Committees

Volunteers for the current committees were reviewed.

- Retention Committee – Cindy Rammage, Barbara Salingre, Deborah Larson, Ed Li, Pieter Steyn
- Field Education/Practicum Committee – Christina Neigel, Paula Stubbings, Sandy Hill, Sheila Edwards, Lucki Kang, Les Stagg
- Learning Exchange Committee – Marie Haima, Adrienne Chan, Dani Brisbin, Leah Douglas, Shelley Canning

The committees were asked to come up with Terms of Reference for their group and bring them back to Faculty Council within the next few meetings.

Items from 5.2 – Representation on Institutional Committees:

The Graduate Studies Committee and the Timetable Advisory Committee have both requested a representative from the Faculty of Professional Studies. Rosetta will send out an e-mail asking for volunteers for this committee.

As our guest, UFV President Mark Evered, was in attendance, the remaining agenda items will be tabled to the November 20, 2009 meeting.

5.1.1.1. Nominations and Elections Committee

5.1.1.2. Faculty Newsletter (Ad Hoc)

5.1.2. Sessional & Student Representation

5.1.3. Reports from Established Committees

5.2. Representation on Institutional Committees

5.2.1. Graduate Studies Committee

5.2.2. Timetable Advisory Committee

5.3. Review of New Policies

5.4. Reports from Other Faculty Councils

Meeting adjourned at 11:30 am